

Town of Rowe
Board of Selectmen – Minutes
Thursday, October 24, 2019 – 6:30 pm
Rowe Town Hall - Hearing Room 1

Call to Order: The meeting was called to order by Chair Chuck Sokol at 6:30 p.m.

Announcement of recording devices: two recording devices

Present: Chair Chuck Sokol, Vice-Chair Jennifer Morse

Absent: Ed Silva, Selectman

Executive Secretary Janice Boudreau

Audience: Board of Assessors: Rick Williams, Chair, Herb Butzke, Ellen Miller, Clerk Colleen Avalone

Finance Committee: Wayne Zavotka, Chair, Laurie Pike, C. Selmi Hyytinen

OPEN OF MEETING – ALL BOARDS/COMMITTEES WITH QUORUM PRESENT

Announcement of recording devices & noteworthy information- two recording devices

TAX CLASSIFICATION HEARING

Joint Meeting with Board of Assessors:

To establish a minimum residential factor in accordance with the provisions in Mass. Gen. Law Chap. 58, Sec. 1A:

- Board of Assessors Chair Rick Williams presented documents related to establishing the Minimum Residential Factor (MRF) to Board of Selectmen Members with the recommendation at 0.6500. The tax rate would be \$5.33 for residential property and \$8.53 for commercial, industrial and personal properties.
- A Rowe tax rate comparison for 4 years was reviewed.
- Chair Williams recommended that the Overlay Surplus Account be increased to have funds available for potential abatement liabilities.
- Rowe house sales and sale prices increased which increased valuations following formal analysis performed by a consultant.
- Total town valuation increased by about .34% to \$515,427,089.00. New Growth of \$1,985,000.00 resulted in a Levy Limit increase of \$15,213.00.
- Broadband Debt Exclusion repayments excluded from levy limit and of the \$ 15,213.00 total needed to be raised to pay the interest due to the new state notes totaling \$ 700,000.00 borrowed for the broadband project. The loan repayment will have to be factored into the upcoming budget.

Motion to Accept Recommendation: Vice-Chair Morse made a motion to set the Minimum Residential Factor (MRF) recommended by the Assessors of .65 with a split tax rate for FY20. The motion, seconded by Chair Sokol, was accepted. (vote: 2-0-1)

Chair Sokol expressed appreciation for all the work of the Board of Assessors had done to complete the process.

Following conclusion of Tax Classification Hearing Select Board Meeting continues:

NEW BUSINESS

1. Assessors Update on FY20 Tax Rate Setting: Chair Williams said that with the tax rate set, the tax bills would be mailed shortly.
2. Free Cash Certification It was reported that \$258, 475.00 is the Certified Free Cash amount.
3. Board of Selectmen Update: Chair Sokol reported nothing to add at this time.
4. Property Tax Billing Schedule: There was discussion about having quarterly taxes rather than biannual to help with cash flow and Vice-Chair Morse asked that it be tabled until the Dept. of Revenue report and their recommendations came in.
5. COLA recommendation: The Finance Committee recommended a 2.5% cost of living adjustment for employees in the FY2021 year.

Motion to Set FY21 Cost of Living Adjustment: Chair Sokol made a motion to recommend Cost of Living Adjustment 2.5% for FY2021. The motion, seconded by Vice-Chair Morse, was accepted. (vote: 2-0-1)

6. Finance Committee Update on CIP: Finance Committee Chair Zavotka shared a proposed guideline for the Capital Improvement, Repair and Replacement Plan (CIRRP). Chair Zavotka said a draft plan would be presented at the All Board meeting on Monday. He explained that it would be for budgeting ahead for expenses that are not a normal capital expense over \$10,000.00. It was asked that Informational Guideline References be included for reference.
7. Fiscal Year 2021 Budget Preparation: Chair Wayne Zavotka said that the budget planning process was not much different from prior years. The FY21 Budget Calendar was reviewed.
8. All Boards and Committees meeting on October 28, 2019 at 6:30 p.m.: He said that at the all Board and Committee Meeting scheduled at the school on October 28, 2019 he would like to hear their dreams or plans for the future.
9. Town Accountant Resignation: Chair Sokol reported speaking with the Town Accountant following his letter of resignation submission. It was agreed to advertise for the position in the Greenfield Recorder, in the website Indeed and Vice-Chair Morse would reach out to Bob Dean at Franklin Regional for information.

Motion to Approve: Chair Sokol made a motion approve Executive Secretary posting of the job description for Accountant. The motion, seconded by Vice-Chair Morse, was unanimously accepted. (vote: 2-0-1)

UNFORSEEN BUSINESS (within preceding 48 hours)

Adjournment:

Seeing no further business, Chair Sokol made a motion to adjourn the Meeting at 7:50 p.m. The motion, seconded by Vice-Chair Morse, was accepted. (vote: 2-0-1)

Respectfully Submitted,

Janice Boudreau, Executive Secretary

Approval Date:

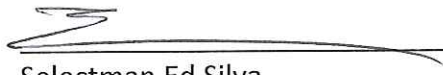
1/16/2020

Approved:



Chuck Sokol, Chair

Selectman Jennifer Morse, Vice-Chair



Selectman Ed Silva

Documents:

- Agenda 10/24/19
- FY21 Budget Calendar
- A Proposed Guideline for the Capital Improvement, Repair, and Replacement Plan (CIRRP)
- Hearing Notice copy
- BOA – Memo Recommended MRF
- BOA – Tax Rate Summaries: FY17-FY20
- FY20 Levy Limit Table (from DLS Gateway)
- FY20 MRF Options Table (from DLS Gateway)
- FY20 Assessors Mini-Recap Sheet